

**Town of Bedford Finance Committee**  
**Selectmen's Meeting Room, Bedford Town Hall**

Date: November 14, 2013

Finance Committee Attendees: Mike Seibert, Chair; Stephen Steele, Vice-Chair; Barbara Perry, Stephen Carluccio, Richard Bowen, Tom Busa, Bob Kenney, Ben Thomas, Elizabeth McClung.

Other Attendees: Roy Sorenson, Director Public Works; Ed Pierce, School Committee; Adrienne St John, Engineer DPW; William Moonan, Selectmen; Richard Reed, Town Manager; Victor Garofalo, Finance Director, Treasurer/Collector; Joanne Monaghan, Recording Secretary for finance committee.

Attachments/Handouts: Model 2.0 for FY14/15. Presentation, Pavement Management System.

*Meeting was called to order at 7:33pm.*

Meeting Discussions and Actions:

1. Roy Sorenson presented an update of the Pavement Management System. The town has a current network of over 80 miles of public, private and state highway roads. The town works with FST (Fay, Spofford & Thorndike) to implement and update the PMS. The program is based on a grading system called the Pavement Condition index (PCI). In March of 2013 the overall PCI was determined to be 65, which is not far below the goal of 70. Roy discussed the funding scenarios as well as the backlog of outstanding repairs. The Legislature requested \$300m, but to date \$200m has been approved by the state through Ch90 funds. The finance committee asked several questions relating to the town funding of the road repairs through the operating budget, capital spending and bonding. Discussion also included the cost of asphalt and the proposed schedule of street repairs. Roy concluded that an annual appropriation of \$1.8m per year would help to maintain the current road system.
2. Victor reviewed Model 2.0 with a recap of FY14 and also discussed changes to the FY15 guidelines. It was agreed by the finance committee to forecast \$1m for the Unused Levy/Deficit in FY15. New Growth revenue given by the Assessors for FY15 is \$600k, but the finance committee thought additional discussion with the Assessors is needed. The assessors will be at the meeting on Nov 21. It was agreed to include \$220k for the snow deficit in FY15. General insurance costs are increasing for FY15 as well as the retirement assessment. There was discussion regarding the vocational education costs, and Victor will follow up on the costs for the Shawsheen and Minuteman Tech schools. Victor also indicated that he would put more information into the drop box regarding sick leave as well as the reserve fund for discussion next week. Victor will prepare and send a guideline letter to the finance committee and edits will be made at the next meeting, November 21.
3. Old Business: none to report
4. New Business: Elizabeth asked about the solar project.

5. Meetings Attended:

**Police and Fire Chiefs**, Tom met with both the Police and Fire Chiefs; he did a tour of the facilities and expressed concern about the need for additional space. The Fire department also expressed a need for additional personnel. The Fire and Police departments have attended the Capital meetings to present space needs.

**Capital Meeting**, Barbara attended. The Fire and Police departments explained their space needs for storage. Total capital requests are ~\$11m. DPW has the highest request including \$5m; vehicles, \$1.7m; water main, \$.8m. Facilities has the second highest request~ \$4.7m including the Town Hall MEEP project~ \$3m; football field press box ~\$113k and school space needs modifications. Other requests include technology and infrastructure updates.

**School Committee**, Steve S attended and noted they discussed the budget increases for space and capital due to the enrollments increases. Staffing needs were also discussed; there is a need to increase MCAS scores.

6. Open Discussion: none

7. **Minutes**: Steve S made a motion to approve the minutes of October 17, as amended, seconded by Rich B. *Vote: 7-0-2.*

8. Steve S. made a motion to adjourn the meeting at 10:10pm, seconded by Rich B. *Vote: 9-0-0.*

Finance Meeting Schedule: November 21; December 5 and 19;  
January 9, 16, 23, 30; February 6, 13, 27.